

**Date Down:**  
04/13/16

**MOTOR VEHICLES** **X**  
**PUBLIC TRANSIT**  
**STATE RAIL AUTHORITY**  
**TRANSPORTATION**  
**OFFICE ADMIN HEARING**  
**PUBLIC PORT AUTHORITY**

One	Two	Three	Four	Five	Six	Seven	Eight	Nine	Ten
X			X	X	X				

**Contract Administration**

**Legal**

**Human Resources**

**Traffic Engineering**

**Communications Division**

**Programming Division**

**Planning Division**

**Auditing**

**Materials Control, Soil and  
Testing Division**

**Aeronautics**

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DT1600097

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TRANSPORTATION SERVICES MANAGER I  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF MOTOR VEHICLES  
FAIRMONT REGIONAL OFFICE  
MARION

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: MANAGE AND PLAN ACTIVITIES OF THE FAIRMONT REGIONAL OFFICE. DEVELOP, PROPOSE, COORDINATE AND IMPLEMENT OPERATIONAL POLICIES, PROCEDURES, LEGISLATION, AND ORGANIZATIONAL GOALS. OVERSEE STAFF ACTIVITIES SUCH AS HIRING, TRAINING, APPROVE LEAVE APPLICATIONS, AND EVALUATE JOB PERFORMANCE. PREPARE AND PRESENT ORAL AND WRITTEN REPORTS. AUDIT FINANCIAL TRANSACTIONS. TRAVEL MAY BE REQUIRED. A VALID WV DRIVER'S LICENSE IS REQUIRED. PERFORM RELATED ADMINISTRATIVE DUTIES AS REQUIRED. APPLICANTS ARE SUBJECT TO BACKGROUND CRIMINAL INVESTIGATION.

REQUIREMENTS: TRAINING: GRADUATION FROM AN ACCREDITED FOUR-YEAR COLLEGE OR UNIVERSITY.  
SUBSTITUTION: EXPERIENCE AS DESCRIBED BELOW MAY SUBSTITUTE FOR THE REQUIRED TRAINING ON A YEAR-FOR-YEAR BASIS.  
EXPERIENCE: FOUR YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID ADMINISTRATIVE OR SUPERVISORY EXPERIENCE IN THE AREA OF ASSIGNMENT.  
SPECIAL REQUIREMENT: A VALID WEST VIRGINIA DRIVER'S LICENSE MAY BE REQUIRED.

SALARY: PAY GRADE 015 \$31,164.00 - \$57,660.00

DEADLINE: APRIL 13, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
LINDA ELLIS  
DIV OF MOTOR VEHICLES  
5707 MACCORKLE AVENUE, SE  
SUITE 200  
CHARLESTON, WV 25317

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STOREKEEPER II  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF MOTOR VEHICLES  
MANAGEMENT SERVICES  
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: RESPONSIBLE FOR ORDERING AND MAINTAINING JANITORIAL SUPPLIES AND PRINTED MATERIALS, TO BE STORED IN AGENCY WAREHOUSE FOR STATEWIDE DISTRIBUTION (REGIONAL OFFICES AND HEADQUARTERS). RESPONSIBLE FOR APPROPRIATE DISPOSAL OF OLD PRINTED MATERIAL WHEN REVISED MATERIALS ARE PRINTED. MAINTAIN RECORDS OF ORDERS FOR AUDITING USAGE. RESPONSIBLE FOR PREPARING DAILY SHIPMENTS OF WAREHOUSE SUPPLIES USING UPS WORLDWIDE COMPUTER AND SOFTWARE. ADDITIONAL DUTIES INCLUDE, BUT ARE NOT LIMITED TO: FILLING ORDERS, STATEWIDE DELIVERIES, MAINTAINING AND ORGANIZING OF ALL MATERIALS IN THE SUPPLY AREA, MAINTAINING CLEANLINESS OF THE AREA, AND ANSWERING THE TELEPHONE. MUST HAVE A VALID WV DRIVER'S LICENSE. MUST BE ABLE TO LIFT AT LEAST 55 POUNDS. MUST BE ABLE TO TRAVEL (TO REGIONAL OFFICES STATEWIDE). PERFORM OTHER DUTIES AS REQUIRED. APPLICANTS ARE SUBJECT TO A BACKGROUND INVESTIGATION.

REQUIREMENTS: TRAINING: GRADUATION FROM A STANDARD HIGH SCHOOL OR THE EQUIVALENT.  
EXPERIENCE: THREE YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE AS A STOCK CLERK, OR IN A CLERICAL CAPACITY IN CONNECTION WITH LARGE-SCALE WAREHOUSE OPERATIONS, OR IN HANDLING MATERIALS.

SALARY: PAY GRADE 005 \$18,552.00 - \$34,332.00

DEADLINE: APRIL 13, 2016

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TO APPLY:

SEND DIVISION OF PERSONNEL APPLICATION TO:  
STEVE MONROE  
DMV WAREHOUSE  
1317 HANSFORD STREET  
CHARLESTON, WV 25301

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DT1600099

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CUSTOMER SERVICE REPRESENTATIVE  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF MOTOR VEHICLES  
KANAWHA CITY REGIONAL OFFICE  
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER GENERAL SUPERVISION, PERFORMS PUBLIC CONTACT WORK INVOLVING THE PROCESSING, RECORDING, AND ISSUANCE OF DRIVERS' LICENSES, VEHICLE REGISTRATIONS, VEHICLE TITLES, AND RELATED DOCUMENTS. EXPLAIN FORMS, FEES, TAXES, AND OTHER CHARGES. COMMUNICATE TO CUSTOMERS KNOWLEDGE AND INTERPRETATION OF MOTOR VEHICLE LAW, POLICY, AND PROCEDURE. PERFORM CASHIER TRANSACTIONS. ADMINISTER LEARNERS PERMIT, MOTORCYCLE, OPERATORS, COMMERCIAL DRIVERS, AND VISION TESTS. TAKE PHOTOGRAPHS. REGISTER VOTERS. CONDUCT DRIVER CLINIC INTERVIEWS. REFERS COMPLEX, UNUSUAL, OR HOSTILE SITUATIONS TO MANAGEMENT STAFF. PERFORM RELATED DUTIES AS NEEDED. A VALID DRIVER'S LICENSE IS REQUIRED. APPLICANTS SUBJECT TO FINGERPRINTING AND BACKGROUND INVESTIGATION.

REQUIREMENTS: TRAINING: GRADUATION FROM STANDARD HIGH SCHOOL OR THE EQUIVALENT.  
EXPERIENCE: ONE YEAR OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BOOKKEEPING, CASHIERING OR RELATED PUBLIC CONTACT WORK.  
SUBSTITUTION: SUCCESSFUL FULL-TIME STUDY IN AN ACCREDITED COLLEGE OR UNIVERSITY, OR RESIDENT BUSINESS OR VOCATIONAL SCHOOL TRAINING MAY BE SUBSTITUTED THROUGH AN ESTABLISHED FORMULA FOR THE REQUIRED EXPERIENCE.  
SPECIAL REQUIREMENT: MUST BE ELIGIBLE FOR BONDING.

SALARY: PAY GRADE 007 \$20,472.00 - \$37,884.00

DEADLINE: APRIL 13, 2016

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DT1600099  
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TO APPLY:        SEND DIVISION OF PERSONNEL APPLICATION TO:  
                 LINDA ELLIS  
                 DIV OF MOTOR VEHICLES  
                 5707 MACCORKLE AVENUE, SE  
                 SUITE 200  
                 CHARLESTON, WV 25317

PLEASE INCLUDE POSTING NUMBER DT1600099 ON APPLICATION

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DT1602000

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CUSTOMER SERVICE REPRESENTATIVE  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF MOTOR VEHICLES  
FLATWOODS REGIONAL OFFICE  
BRAXTON

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER GENERAL SUPERVISION, PERFORMS PUBLIC CONTACT WORK INVOLVING THE PROCESSING, RECORDING, AND ISSUANCE OF DRIVERS' LICENSES, VEHICLE REGISTRATIONS, VEHICLE TITLES, AND RELATED DOCUMENTS. EXPLAIN FORMS, FEES, TAXES, AND OTHER CHARGES. COMMUNICATE TO CUSTOMERS KNOWLEDGE AND INTERPRETATION OF MOTOR VEHICLE LAW, POLICY, AND PROCEDURE. PERFORM CASHIER TRANSACTIONS. ADMINISTER LEARNERS PERMIT, MOTORCYCLE, OPERATORS, COMMERCIAL DRIVERS, AND VISION TESTS. TAKE PHOTOGRAPHS. REGISTER VOTERS. CONDUCT DRIVER CLINIC INTERVIEWS. REFERS COMPLEX, UNUSUAL, OR HOSTILE SITUATIONS TO MANAGEMENT STAFF. PERFORM RELATED DUTIES AS NEEDED. A VALID DRIVER'S LICENSE IS REQUIRED. APPLICANTS SUBJECT TO FINGERPRINTING AND BACKGROUND INVESTIGATION.

REQUIREMENTS: TRAINING: GRADUATION FROM STANDARD HIGH SCHOOL OR THE EQUIVALENT.  
EXPERIENCE: ONE YEAR OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BOOKKEEPING, CASHIERING OR RELATED PUBLIC CONTACT WORK.  
SUBSTITUTION: SUCCESSFUL FULL-TIME STUDY IN AN ACCREDITED COLLEGE OR UNIVERSITY, OR RESIDENT BUSINESS OR VOCATIONAL SCHOOL TRAINING MAY BE SUBSTITUTED THROUGH AN ESTABLISHED FORMULA FOR THE REQUIRED EXPERIENCE.  
SPECIAL REQUIREMENT: MUST BE ELIGIBLE FOR BONDING.

SALARY: PAY GRADE 007 \$20,472.00 - \$37,884.00

DEADLINE: APRIL 13, 2016



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TO APPLY:        SEND DIVISION OF PERSONNEL APPLICATION TO:  
                 LINDA ELLIS  
                 DIV OF MOTOR VEHICLES  
                 5707 MACCORKLE AVENUE, SE  
                 SUITE 200  
                 CHARLESTON, WV 25317

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DT1600136

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TRANSPORTATION CREW SUPERVISOR II  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT ONE  
I-77, SECTION 3 HEADQUARTERS  
KANAWHA

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TRCRSV2 - THIS EMPLOYEE WILL FUNCTION AS THE ASSISTANT TO THE COUNTY HIGHWAY ADMINISTRATOR, ORGANIZING CREW MEMBERS, REVIEWING EQUIPMENT NEEDS AND REPAIR REQUESTS, REVIEWING MATERIALS NEEDED AND USED, COMPLETE EMPLOYEE TIME RECORDS, CHECK COMPLAINTS AND INSPECT HIGHWAYS TO DETERMINE REPAIR WORK NEEDED, SERVE AS THE COUNTY CHIEF COMPLIANCE OFFICIAL TO THE EQUIPMENT OPERATOR POLICY, REVIEW AND UPDATE CORE PLAN WORKBOOK AND SPREADSHEET, PREPARE OM-41 AND CROSS CHECK THAT IT IS IN COMPLIANCE TO CORE PLAN ACTIVITIES DURING THAT TIME PERIOD AND OTHER RELATED ADMINISTRATIVE MATTERS. WILL ALSO OVERSEE AND CHECK THE PROGRESS AND QUALITY OF WORK BEING PERFORMED AND TRAIN NEW CREW MEMBERS. WILL BE RESPONSIBLE FOR COMPLETING EMPLOYEE PERFORMANCE EVALUATIONS. WILL BE EXPOSED TO HAZARDOUS WORKING CONDITIONS AND INCLEMENT WEATHER. PERFORMS RELATED DUTIES AS REQUIRED.

REQUIREMENTS: TRAINING: GRADUATION FROM A STANDARD HIGH SCHOOL OR THE EQUIVALENT.  
EXPERIENCE: FIVE YEARS OF FULL-TIME OR EQUIVALENT PART-TIME EXPERIENCE IN HIGHWAY CONSTRUCTION OR HIGHWAY MAINTENANCE, ONE YEAR MUST HAVE BEEN IN A SUPERVISORY CAPACITY.  
PROMOTIONAL ONLY: SEVEN YEARS OF FULL-TIME OR EQUIVALENT PART-TIME EXPERIENCE IN HIGHWAY CONSTRUCTION OR HIGHWAY MAINTENANCE, OR IN BRIDGE OR STRUCTURAL STEEL CONSTRUCTION, TWO YEARS OF WHICH MUST HAVE BEEN IN A SUPERVISORY CAPACITY, MAY BE SUBSTITUTED FOR THE ABOVE TRAINING AND EXPERIENCE.  
SPECIAL REQUIREMENT: A VALID WEST VIRGINIA MOTOR VEHICLE OPERATOR'S LICENSE OR A COMMERCIAL

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DRIVER'S LICENSE MAY BE REQUIRED AFTER EMPLOYMENT.

SALARY: PAY GRADE 013 \$27,732.00 - \$51,312.00

DEADLINE: APRIL 13, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
AARON GILLISPIE  
WVDOH - DISTRICT ONE  
1340 SMITH STREET  
CHARLESTON, WV 25301

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TRANSPORTATION WORKER 2

CLASSIFIED POSITION VACANCIES 008

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT FOUR  
MARION COUNTY HEADQUARTERS  
MARION

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW2EQOP -UNDER GENERAL SUPERVISION, EMPLOYEE WILL OPERATE MEDIUM-SIZED EQUIPMENT SUCH AS FRONT END LOADER, GUARDRAIL OR FLAILMOWER, TANDEM OR SINGLE AXEL DUMP TRUCKS, SNOW PLOW AND SPREADERS USED IN THE MAINTENANCE AND REPAIR OF HIGHWAYS. MAY OPERATE OTHER RELATED HIGHWAY EQUIPMENT AS TRAINING PERMITS. PERFORMS RELATED WORK AS REQUIRED SUCH AS FLAGGING, SHOVELING MATERIALS, CLEANING CULVERTS, MOWING, BRUSH CUTTING, LITTER PICKUP, CLEANING EQUIPMENT, AND JANITORIAL WORK. MAKES MINOR MECHANIC REPAIRS SUCH AS CHANGING TIRES, BLADES, OR FILTERS. MAY BE EXPOSED TO HAZARDOUS WORKING CONDITIONS AND INCLEMENT WEATHER. CDL REQUIRED. ALTERNATE DT1600447  
8 POSITIONS DUAL POSTING

REQUIREMENTS: TRAINING: NO FORMAL EDUCATION REQUIRED.  
EXPERIENCE: TWO YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID OR NON-PAID EXPERIENCE IN AUTOMOTIVE BODY REPAIR, BUILDING TRADES, EQUIPMENT OPERATION OR REPAIR, HIGHWAY MAINTENANCE OR METAL WORK. FOR BRIDGE MAINTENANCE POSITIONS SIX MONTHS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BRIDGE OR STRUCTURAL STEEL CONSTRUCTION.  
SUBSTITUTION: SUCCESSFUL COMPLETION OF AN APPROVED VOCATIONAL SCHOOL PROGRAM IN AUTOMOTIVE MECHANICS OF AT LEAST 1,080 CLOCK HOURS MAY BE SUBSTITUTED FOR ONE YEAR OF THE REQUIRED EXPERIENCE.  
SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION: EQUIPMENT OPERATION CERTIFICATE FROM AN ACCREDITED COMMERCIAL DRIVERS LICENSE PROGRAM BY NORTH CENTRAL ASSOCIATION WILL

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SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS EXPERIENCE. OR A VALID CLASS A OR CLASS B COMMERCIAL DRIVER'S LICENSE IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION WILL SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS OF EXPERIENCE. SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF HIGHWAY MAINTENANCE: HIGHWAY MAINTENANCE CERTIFICATE/ COMPLETION OF AN APPROVED TRAINING COURSE IN SKILLED TRADES PLUS THE ROADS SCHOLAR TRAINING COURSE BY THE TECHNOLOGY TRANSFER ENTER AT WEST VIRGINIA UNIVERSITY SHALL BE ACCEPTED FOR THE REQUIRED EXPERIENCE.

SPECIAL REQUIREMENTS: (1) A VALID MOTOR VEHICLE OPERATOR'S LICENSE; (2) A VALID CLASS A OR B COMMERCIAL DRIVER'S LICENSE IS REQUIRED IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION, AND MAY BE REQUIRED IN BRIDGE MAINTENANCE, EQUIPMENT REPAIR AND HIGHWAY MAINTENANCE AND BRIDGE MAINTENANCE, AT THE DISCRETION OF THE APPOINTING AUTHORITY; (3) SOME POSITIONS IN THE CLASS MAY REQUIRE CERTIFICATION IN THE ASSIGNED AREAS AFTER APPOINTMENT; (4) SPECIFIC POSITIONS MAY REQUIRE CERTIFICATION FROM A FEDERAL EPA APPROVED TESTING ORGANIZATION AS A CERTIFIED TECHNICIAN REQUIRED BY THE CLEAN AIR ACT ON REFRIGERANT RECYCLING.

SALARY: PAY GRADE 11H \$10.55 - \$18.69

DEADLINE: APRIL 13, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
RAY URSE  
WVDOH - DISTRICT FOUR  
PO BOX 4220  
CLARKSBURG, WV 26302

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TRANSPORTATION WORKER 1

CLASSIFIED POSITION VACANCIES 008

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT FOUR  
MARION COUNTY HEADQUARTERS  
MARION

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW1CW - PERFORMS UNSKILLED TO SEMI-SKILLED WORK IN THE CONSTRUCTION AND MAINTENANCE OF HIGHWAYS, BRIDGES, RELATED BUILDINGS AND STRUCTURES. CLEANS CULVERTS AND REPAIRS SHOULDERS. FLAGS TRAFFIC. USES LIGHT MOTORIZED HIGHWAY MAINTENANCE EQUIPMENT OPERATES A VARIETY OF EQUIPMENT: SUCH AS AIR COMPRESSOR, JACKHAMMER, POWER SAWS, ETC. USES A VARIETY OF MANUAL AND POWER HAND TOOLS. OPERATES MAINTENANCE EQUIPMENT SUCH AS: CONCRETE MIXERS, LIGHT MAINTENANCE TRUCKS, ETC. ROUGH CARPENTRY, BUILDS FORMS AND MASONRY. ASSISTS OTHER CO-WORKERS FOLLOW ORAL & WRITTEN INSTRUCTIONS. WORK COOPERATIVELY WITH OTHERS. MAINTAIN ROUTINE RECORDS. MAY BE EXPOSED TO HAZARDOUS WORK CONDITIONS AND INCLEMENT WEATHER. CDL REQUIRED 6 MONTHS AFTER EMPLOYMENT. PERFORMS RELATED WORK AS REQUIRED.  
ALTERNATE DT1600446  
8 VACANCIES DUAL POSTING

REQUIREMENTS: TRAINING: NO FORMAL EDUCATION REQUIRED.  
SPECIAL REQUIREMENT: A VALID MOTOR VEHICLE LICENSE IS REQUIRED. A COMMERCIAL DRIVER'S LICENSE MAY BE REQUIRED AFTER EMPLOYMENT.

SALARY: PAY GRADE 10H \$9.73 - \$17.35

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TO APPLY:        SEND DIVISION OF PERSONNEL APPLICATION TO:  
                 RAY URSE  
                 WVDOH - DISTRICT FOUR  
                 PO BOX 4220  
                 CLARKSBURG, WV 26302

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TRANSPORTATION WORKER 2

CLASSIFIED POSITION VACANCIES 004

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT FOUR  
DODDRIDGE COUNTY HEADQUARTERS  
DODDRIDGE

SCHEDULE: DAY SHIFT, UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW2EQOP -UNDER GENERAL SUPERVISION, EMPLOYEE WILL OPERATE MEDIUM-SIZED EQUIPMENT SUCH AS FRONT END LOADER, GUARDRAIL OR FLAILMOWER, TANDEM OR SINGLE AXEL DUMP TRUCKS, SNOW PLOW AND SPREADERS USED IN THE MAINTENANCE AND REPAIR OF HIGHWAYS. MAY OPERATE OTHER RELATED HIGHWAY EQUIPMENT AS TRAINING PERMITS. PERFORMS RELATED WORK AS REQUIRED SUCH AS FLAGGING, SHOVELING MATERIALS, CLEANING CULVERTS, MOWING, BRUSH CUTTING, LITTER PICKUP, CLEANING EQUIPMENT, AND JANITORIAL WORK. MAKES MINOR MECHANIC REPAIRS SUCH AS CHANGING TIRES, BLADES, OR FILTERS. MAY BE EXPOSED TO HAZARDOUS WORKING CONDITIONS AND INCLEMENT WEATHER. CDL REQUIRED.

REQUIREMENTS: TRAINING: NO FORMAL EDUCATION REQUIRED.  
EXPERIENCE: TWO YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID OR NON-PAID EXPERIENCE IN AUTOMOTIVE BODY REPAIR, BUILDING TRADES, EQUIPMENT OPERATION OR REPAIR, HIGHWAY MAINTENANCE OR METAL WORK. FOR BRIDGE MAINTENANCE POSITIONS SIX MONTHS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BRIDGE OR STRUCTURAL STEEL CONSTRUCTION.  
SUBSTITUTION: SUCCESSFUL COMPLETION OF AN APPROVED VOCATIONAL SCHOOL PROGRAM IN AUTOMOTIVE MECHANICS OF AT LEAST 1,080 CLOCK HOURS MAY BE SUBSTITUTED FOR ONE YEAR OF THE REQUIRED EXPERIENCE.  
SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION: EQUIPMENT OPERATION CERTIFICATE FROM AN ACCREDITED COMMERCIAL DRIVERS LICENSE PROGRAM BY NORTH CENTRAL ASSOCIATION WILL SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS



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EXPERIENCE. OR A VALID CLASS A OR CLASS B COMMERCIAL DRIVER'S LICENSE IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION WILL SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS OF EXPERIENCE. SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF HIGHWAY MAINTENANCE: HIGHWAY MAINTENANCE CERTIFICATE/ COMPLETION OF AN APPROVED TRAINING COURSE IN SKILLED TRADES PLUS THE ROADS SCHOLAR TRAINING COURSE BY THE TECHNOLOGY TRANSFER ENTER AT WEST VIRGINIA UNIVERSITY SHALL BE ACCEPTED FOR THE REQUIRED EXPERIENCE.

SPECIAL REQUIREMENTS: (1) A VALID MOTOR VEHICLE OPERATOR'S LICENSE; (2) A VALID CLASS A OR B COMMERCIAL DRIVER'S LICENSE IS REQUIRED IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION, AND MAY BE REQUIRED IN BRIDGE MAINTENANCE, EQUIPMENT REPAIR AND HIGHWAY MAINTENANCE AND BRIDGE MAINTENANCE, AT THE DISCRETION OF THE APPOINTING AUTHORITY; (3) SOME POSITIONS IN THE CLASS MAY REQUIRE CERTIFICATION IN THE ASSIGNED AREAS AFTER APPOINTMENT; (4) SPECIFIC POSITIONS MAY REQUIRE CERTIFICATION FROM A FEDERAL EPA APPROVED TESTING ORGANIZATION AS A CERTIFIED TECHNICIAN REQUIRED BY THE CLEAN AIR ACT ON REFRIGERANT RECYCLING.

SALARY: PAY GRADE 11H \$10.55 - \$18.69

DEADLINE: APRIL 13, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
RAY URSE  
WVDOH - DISTRICT FOUR  
PO BOX 4220  
CLARKSBURG, WV 26302

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TRANSPORTATION WORKER 2

CLASSIFIED POSITION VACANCIES 006

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT 5  
BERKELEY COUNTY HEADQUARTERS  
BERKELEY

SCHEDULE: DAY SHIFT                      UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: TW2EQOP - UNDER GENERAL SUPERVISION, AT A FULL PERFORMANCE LEVEL, OPERATES A VARIETY OF MEDIUM-SIZED MOTORIZED EQUIPMENT USED IN MAINTENANCE AND REPAIR OF HIGHWAYS. MAY OPERATE FRONT END LOADER, TANDEM AXLE TRUCK, MOWER, ROLLER AND SNOWPLOW. PERFORMS GENERAL LABOR TASKS INCLUDING: CUTTING BRUSH, FLAGGING, SHOVELING AND REMOVING DEBRIS AND ROAD KILL FROM ROADWAYS AND SHOULDERS. MAY BE EXPOSED TO INCLEMENT WEATHER AND HAZARDOUS CONDITIONS. PERFORMS RELATED WORK AS REQUIRED. CDL IS REQUIRED.

REQUIREMENTS: TRAINING: NO FORMAL EDUCATION REQUIRED.  
EXPERIENCE: TWO YEARS OF FULL-TIME OR EQUIVALENT PART-TIME PAID OR NON-PAID EXPERIENCE IN AUTOMOTIVE BODY REPAIR, BUILDING TRADES, EQUIPMENT OPERATION OR REPAIR, HIGHWAY MAINTENANCE OR METAL WORK. FOR BRIDGE MAINTENANCE POSITIONS SIX MONTHS OF FULL-TIME OR EQUIVALENT PART-TIME PAID EXPERIENCE IN BRIDGE OR STRUCTURAL STEEL CONSTRUCTION.  
SUBSTITUTION: SUCCESSFUL COMPLETION OF AN APPROVED VOCATIONAL SCHOOL PROGRAM IN AUTOMOTIVE MECHANICS OF AT LEAST 1,080 CLOCK HOURS MAY BE SUBSTITUTED FOR ONE YEAR OF THE REQUIRED EXPERIENCE.  
SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION: EQUIPMENT OPERATION CERTIFICATE FROM AN ACCREDITED COMMERCIAL DRIVERS LICENSE PROGRAM BY NORTH CENTRAL ASSOCIATION WILL SUBSTITUTE FOR THE REQUIRED 2 (TWO) YEARS EXPERIENCE. OR A VALID CLASS A OR CLASS B COMMERCIAL DRIVER'S LICENSE IN THE AREA OF ASSIGNMENT OF EQUIPMENT OPERATION WILL SUBSTITUTE

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FOR THE REQUIRED 2 (TWO) YEARS OF EXPERIENCE.  
SUBSTITUTION FOR THE AREA OF ASSIGNMENT OF HIGHWAY  
MAINTENANCE: HIGHWAY MAINTENANCE CERTIFICATE/  
COMPLETION OF AN APPROVED TRAINING COURSE IN  
SKILLED TRADES PLUS THE ROADS SCHOLAR TRAINING  
COURSE BY THE TECHNOLOGY TRANSFER ENTER AT WEST  
VIRGINIA UNIVERSITY SHALL BE ACCEPTED FOR THE  
REQUIRED EXPERIENCE.

SPECIAL REQUIREMENTS: (1) A VALID MOTOR  
VEHICLE OPERATOR'S LICENSE; (2) A VALID  
CLASS A OR B COMMERCIAL DRIVER'S LICENSE IS  
REQUIRED IN THE AREA OF ASSIGNMENT OF EQUIPMENT  
OPERATION, AND MAY BE REQUIRED IN BRIDGE  
MAINTENANCE, EQUIPMENT REPAIR AND HIGHWAY  
MAINTENANCE AND BRIDGE MAINTENANCE, AT THE  
DISCRETION OF THE APPOINTING AUTHORITY; (3) SOME  
POSITIONS IN THE CLASS MAY REQUIRE CERTIFICATION  
IN THE ASSIGNED AREAS AFTER APPOINTMENT;  
(4) SPECIFIC POSITIONS MAY REQUIRE CERTIFICATION  
FROM A FEDERAL EPA APPROVED TESTING ORGANIZATION  
AS A CERTIFIED TECHNICIAN REQUIRED BY THE CLEAN  
AIR ACT ON REFRIGERANT RECYCLING.

SALARY: PAY GRADE 11H \$10.55 - \$18.69

DEADLINE: APRIL 13, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
J. LEE THORNE  
WVDOH - DISTRICT FIVE  
US 50 - PO BOX 99  
BURLINGTON, WV 26710

PLEASE INCLUDE POSTING NUMBER DT1600528 ON APPLICATION

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HIGHWAY ENGINEER TRAINEE  
CLASSIFIED POSITION VACANCIES 001

LOCATION: DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT SIX  
DISTRICT 6 BRIDGE DEPARTMENT  
MARSHALL

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: HWENGTR-UNDER DIRECT SUPERVISION, THIS IS A BEGINNING LEVEL TRAINEE POSITION. THIS EMPLOYEE WILL WORK TO DEVELOP PROFICIENCY IN THE USE OF KNOWLEDGE, SKILLS, AND ABILITIES IN HIGHWAY/CIVIL ENGINEERING. AN EMPLOYEE IN THIS CLASSIFICATION WILL PARTICIPATE IN AN ON-THE-JOB TRAINING PROGRAM ASSIGNMENTS ARE VARIED AND DESIGNED TO DEVELOP THE EMPLOYEE'S SKILLS IN THE CIVIL ENGINEERING FIELD. THIS POSITION WILL BE ASSIGNED TO THE DISTRICT BRIDGE SECTION. PERFORMS RELATED WORK AS REQUIRED TRAVEL MAY BE REQUIRED, THEREFORE, A VALID DRIVER'S LICENSE IS REQUIRED.

REQUIREMENTS: TRAINING: BACHELOR'S DEGREE IN CIVIL ENGINEERING FROM A REGIONALLY ABET ACCREDITED FOUR-YEAR COLLEGE OR UNIVERSITY. PREFERENCE IN MAKING APPOINTMENTS MAY BE SHOWN FOR INDIVIDUALS WITH TRAINING DIRECTLY RELATED TO THE TYPE OF POSITION TO BE FILLED. TRAINING AREAS INCLUDE CONSTRUCTION, MAINTENANCE, PLANNING, DESIGN, SOILS, STRUCTURES, AND TRAFFIC. SUBSTITUTION: A BACHELOR'S DEGREE IN CIVIL ENGINEERING TECHNOLOGY FROM A REGIONALLY ABET ACCREDITED FOUR YEAR COLLEGE OR UNIVERSITY OR A BACHELOR'S DEGREE IN CIVIL ENGINEERING FROM A NON-ABET ACCREDITED COLLEGE OR UNIVERSITY MAY BE SUBSTITUTED FOR THE REQUIRED TRAINING IF THE APPLICANT HAS ALSO PASSED THE FUNDAMENTALS OF ENGINEERING EXAMINATION ADMINISTERED BY THE WEST VIRGINIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS, OR AN EQUIVALENT EXAMINATION ADMINISTERED BY ANOTHER STATE'S ENGINEER REGISTRATION ORGANIZATION. AT THE APPOINTING AGENCY'S DISCRETION, COMPETITIVE

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CANDIDATES MAY RECEIVE PROBATIONARY APPOINTMENT  
PENDING OFFICIAL VERIFICATION OF THE QUALIFYING  
DEGREE. THE QUALIFYING DEGREE MUST BE VERIFIED  
BEFORE THE EMPLOYEE MAY BE CERTIFIED AS PERMANENT.

SALARY: PAY GRADE 019 \$39,372.00 - \$72,840.00

DEADLINE: APRIL 13, 2016

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:  
GHASSAN SUWAID  
WVDOH - DISTRICT SIX  
1 DOT DRIVE  
MOUNDSVILLE, WV 26041

PLEASE INCLUDE POSTING NUMBER DT1600631 ON APPLICATION